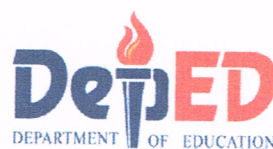




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
SCHOOLS DIVISION OF DIGOS CITY
City of Digos



Office of the City Schools
Division Superintendent

Roxas corner Lopez-Jaena Streets, Digos City,
8002 Davao del Sur, Philippines

Tel. (082) 553-8375
553-8376/553-8396
Fax (082) 553-8376

DIVISION MEMORANDUM
No. 246, series of 2016.

DepEd Schools Division of Digos

RELEASED 4040

Date: MAY 16 2016

By: [Signature]

TO : Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Chiefs of Sections/Units
Public Elementary and Secondary School Heads

FROM : DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT : **Implementation of Oplan Balik Eskwela (OBE) 2016**

DATE : May 13, 2016

1. Pursuant to DepEd Memorandum No. 68, series of 2016, Unnumbered Memorandum dated May 3, 2016 from the Office of the Assistant Secretary Jesus L.R. Mateo, and Regional Memorandum No. 48, series of 2016, it is hereby directed that the **Oplan Balik Eskwela (OBE)** and the **Public Assistance Station (PAS)** be activated on **May 28 – June 18, 2016** to ensure the smooth conduct of the opening of classes and to address common problems encountered during the start of the school year.
2. The Division Office shall set up the **Oplan Balik Eskwela Information and Action Center (OBEIAC)** at the lobby of the new division office building. A tarpaulin shall be hung outside the Division Office to inform the public of the names and contact details of the members of the OBE Hotline. Likewise a **Help Desk** shall be set up at the lobby to cater to concerns and queries regarding the opening of classes. All **school heads are also directed to set up a Help Desk** within the vicinity of the school nearest to the entrance gate.
3. The composition of the **Division OBEIAC** is as follows:

Chair: Mr. Emmanuel P. Hugo – Chief, SGOD
Members

A. Curriculum Implementation Division

B. School Governance and Operations Division

- Planning and Research Section
- Social Mobilization and Networking Section
- School Management, Monitoring and Evaluation Section
- Education Facilities Section
- School Health and Nutrition Section

C. Legal Unit

4. A **Convergence** shall be established to coordinate with national government agencies involved in school opening matters and create the OBE Inter-Agency Task Force (OBE-IATF).
5. A monitoring tool shall be developed by the School Management, Monitoring and Evaluation Section to be used during the implementation of OBE 2016. Report forms are provided in the attachments. All team leaders are required to submit a daily, weekly, and terminal report to the SM, M & E section.
6. All expenses incurred during this activity including payment for the services by the concerned personnel during OBE, in addition to, or over and above their regular workload shall be charged to local funds subject to the usual accounting and auditing rules and regulations. OBEIAC members who will man the help desk and action center during weekends are granted one day Compensatory Overtime Credit.
7. For wide dissemination and compliance.

1. OBE Hotline / Media Affairs

Team Leader: Ms. Luzminda B. Jasmin – EPS, SHS Coordinator

Members:

Dr. Joan M. Niones – EPS, K to 12 Coordinator

Mr. Peter-Jason C. Senarillos – EPS II, Information and Action Officer

2. Help Desk / Information and Action Center

Team Leader: Mr. Xavier Fuentes – SEPS, Planning and Research

Members:

Ms. Imelda Cardines, EPS – SHS/ADM Coordinator

Ms. Mary Glor Tabanao – Preschool Coordinator

Ms. Sollie Oliver – IPEd Coordinator

Mr. Vicente Laburada – EPS/ALS Coordinator

Atty. Gerwin Ryan Rabaya – Attorney III

Ms. Anamerthyl Regala – SEPS

Mr. Airon Alejandro – Planning Officer III

Mr. Reyzen Monserate – ADA VI

3. Monitoring

Mount Apo District

Team Leader: Dr. Elsie Dagoy, PSDS

Ms. Arlene Barba, PSDS

Mr. Valeriano De los Reyes – EPS Math

Engr. Helen Franconas, Engineer III

Mr. Ysrael Miro, Nurse II

Digos Oriental

Team Leader: Mr. Patriotiso Peñas, PSDS

Ms. Cherry Rosette Oliva, PSDS

Ms. Marilyn Jairal, PSDS

Ms. Eppie Grace Presto, EPS MAPEH

Ms. Maria Jadloc – EPS II, SM, M & E

Ms. Sarah Gretchen A. Adeva, PDO II

Digos Occidental

Team Leader: Ms. Zenaida Guya, PSDS

Ms. Rosalinda Adlaon, PSDS

Ms. Helen Casimiro, PSDS

Ms. Analiza Almazan, EPS

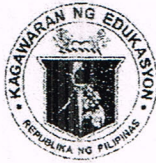
Mr. Albert Espino – SEPS, SM, M & E

Ms. Daissy Jane Sanoy, Nurse II

DicNHS

Ms. Ida Juezan, PSDS
Ms. Ferna T. Alde, PSDS

KRD



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
TANGGAPANG PANREHIYON XI
Lungsod ng Dabaw



Regional Office XI
RECORDS SECTION

RELEASED

May 10, 2016

REGIONAL MEMORANDUM

No. 098, s. 2016

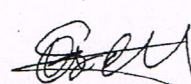
By: _____

Date: 5/11/16 Time: _____

MONITORING ON THE OPLAN BALIK ESKWELA AND OPENING OF CLASSES FOR SY 2016-2017

To: Schools Division Superintendents
Chiefs of Divisions/Units/Sections

1. The Oplan Balik Eskwela (OBE) and the Public Assistance Station (PAS) for SY 2016-2017 shall be activated on May 28-June 18, 2016 to ensure the smooth opening of classes.
2. The OBE and PAS aim to address the problems commonly encountered at the start of the school year to ensure that learners are already properly enrolled and able to attend school by the first day of classes.
3. The Waling-Waling Conference Hall of the Regional Office will be turned into Oplan Balik Eskwela Information and Action Center (OBEIAC) from May 28-June 18, 2016. A help desk in the lobby with OBE tarpaulin will also be installed c/o the Supply Section. The attached form will be used as a monitoring report to any information/issue/concern referred to in the OBEIAC.
4. As per DepEd Memorandum No. 68, s. 2016 regarding the 2016 Oplan Balik Eskwela and unnumbered Memorandum regarding submission of names of the Senior Action Officers and Support Personnel for the OBE and PAS, all schools division superintendents are directed to organize their local OBEIACs to set-up hotlines to receive calls/text messages, fax messages, and emails on complaints, requests, and suggestions from parents, students, and concerned citizens and help desk to accommodate walk-in concerns. Daily reports shall be submitted every 10:00 AM and 4:00 PM at depedxipublicaffairsunit@yahoo.com following the attached template. A copy of the Terms of Reference is enclosed in the DepEd Memorandum.
5. The list of the Regional OBEIAC is enclosed with their corresponding schedules and assignments.
6. All expenses incurred during this activity, including payment for the services by the concerned personnel during the OBE, in addition to, or over and above their regular workload, shall be charged to local funds, subject to the usual accounting and auditing rules and regulations. Further, OBEIAC members who will man the help desk and Action Center during weekends are granted one day Compensatory Overtime Credit.
7. For wide dissemination and compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO IV
Director IV

Incl: As stated

Reference: DepEd Memorandum No. 68, s. 2016

To be indicated in the Perpetual Index:

OBE

OPENING OF CLASSES

RDO5/mgvg

MONITORING EDUCATIONAL DEVELOPMENTS for IMMEDIATE ACTION (MEDIA)

MEDIA MONITORING REPORT

Date _____

INFORMATION/ISSUE/CONCERN	SOURCE/ORIGIN	ACTION/S TAKEN
(Indicate brief facts. If applicable, include 5Ws and 1H)		

Action Officer:

COMPOSITION OF REGIONAL OBEIAC

Chair: ARD Teresita G. Tambagan

Members by Team

Team Leader: Dr. Janette G. Veloso – Chief, CLMD

Members: Dr. Brenda A. Jacobo – EPS, FTAD

Mrs. Maflor Dingal – EPS, QAD

Mrs. Pedelina Huevos – EPS, CLMD

Dr. Danilo Dohinog – EPS, CLMD

Mr. Jeoffrey L. Bernabe – EPS, PPRD

Mr. Ric Guinto – Head, ICT

Mr. Pocholo Hernandez – Computer Programmer, ICT

Team Leader: Dr. Marilyn Madrazo – Chief, PPRD

Dr. Basilio Mana-ay Jr. – EPS, FTAD

Mr. Alfeo Ingay – EPS, QAD

Dr. Maricel Langahid – EPS, CLMD

Mrs. Cielo Estrada – EPS, CLMD

Dr. Manuel Vallejo – EPS, CLMD

Ms. Cecille Maria Sheela Balbas – Investigator, Legal Unit

Mr. Lawrence Esmeralda – Statistician, PPRD

Team Leader: Mr. Roy Enriquez – OIC Chief, QAD

Dr. Melanie Estacio – EPS, CLMD

Ms. Isidra Despi – EPS, PPRD

Mr. Antonio Pasquito – EPS, CLMD

Dr. Maria Liza Berandoy – EPS, CLMD

Dr. Maria Gemima V. Galang – Head, Public Affairs Unit

Ms. Mary Ann Daria – Teaching Aid Specialist, CLMD

Ms. April Parac – Administrative Assistant II, Public Affairs Unit

Team Leader: Dr. Mary Jeanne B. Aldeguez – Chief, FTAD

Mr. Jenielito Atillo – EPS, QAD

Ms. Jeselyn Dela Cuesta – EPS, CLMD

Dr. George Wong – EPS, CLMD

Atty. Lalaine Javing – Head, Legal Unit

Ms. Carmelita Cenita – Planning Officer, PPRD

Mr. Karlo Esmeralda – Computer Technician, ICT



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepED Complex, Meralco Ave., Pasig City

6M-60-2016-G0A-099

Tanggapaning Kawaksing Kalihim
Office of the Assistant Secretary

Telefax : 631-8494
Direct Line : 632-7206
Department of Education
Regional Office XI

RECORDS SECTION

RECEIVED

By: [Signature]
Date: 5-5-16 Time: 4:15
Barcode No: 16-05-0140

MEMORANDUM

TO : ALL REGIONAL DIRECTORS

FROM : [Signature]
JESUS L.R. MATEO
Assistant Secretary
Oplan Balik Eskwela (OBE) Chairman

SUBJECT : Submission of names of the Senior Action Officers and Support Personnel for the Oplan Balik Eskwela (OBE) and Public Assistance Station (PAS), SY 2016-2017

DATE : 3 May 2016

In consonance with DepEd Memorandum No. 68, s. 2016 dated 29 April 2016, which states that:

"All Regional Directors (RDs) and Schools Division Superintendents (SDSs) are hereby directed to set up their local Information and Action Center (IACs)." and that

"The names and contact details of the local OBEIAC chair and members shall be submitted to the DETxt Action Center on or before May 9, 2016."

In line with this, the Regional Directors are advised to submit a consolidated list of the 2016 Oplan Balik Eskwela (OBE) Task Force of their respective areas of jurisdiction following the attached template using the **MS Excel** file and send it through email at action@deped.gov.ph on or before the date stated. All division offices are advised to submit their OBE Task Force members to their respective regional offices for consolidation. Hence, only the lists submitted by the regional offices are considered official.

Please provide functional telephone numbers and email addresses to facilitate efficient communication networks during the conduct of the OBE and PAS.

For compliance.

(NAME OF REGION)
(Exact Address)

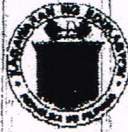
Designation	Name	Contact Number/s / Email Address/es
Chairman (Name of ARD)		
Members		

(NAME OF DIVISION)
(Exact Address)

Designation	Name	Contact Number/s / Email Address/es
Chairman (Name of ASDS)		
Members		

(NAME OF DIVISION)
(Exact Address)

Designation	Name	Contact Number/s / Email Address/es
Chairman (Name of ASDS)		
Members		



Republic of the Philippines
Department of Education

29 APR 2016

DepEd MEMORANDUM
No. **68**, s. 2016

2016 OPLAN BALIK ESKWELA (OBE)

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary Schools Heads
All Others Concerned

1. The Department of Education (DepEd) shall activate the **Oplan Balik Eskwela (OBE)** and the **Public Assistance Station (PAS) for School Year (SY) 2016-2017** from May 28 to June 18, 2016 to ensure the smooth opening of classes this school year.
2. The OBE and PAS primarily aim to address the problems commonly encountered at the start of the school year to ensure that learners are already properly enrolled and able to attend school by the first day of classes.
3. The annual OBE and PAS shall include the following components:
 - a. **Convergence.** This Department shall coordinate with the following government agencies involved in school opening matters to assemble every year's OBE Inter-Agency Task Force (OBE-IATF):
 - i. Department of Energy (DOE);
 - ii. Department of Interior and Local Government (DILG);
 - iii. Department of Health (DOH);
 - iv. Department of National Defense (DND);
 - v. Department of Public Works and Highways (DPWH);
 - vi. Department of Social Welfare and Development (DSWD);
 - vii. Department of Trade and Industry (DTI);
 - viii. Manila Electric Company (MERALCO);
 - ix. Metropolitan Waterworks and Sewerage System (MWSS);
 - x. Metro Manila Development Authority (MMDA);
 - xi. Office of Civil Defense (OCD);
 - xii. Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA); and
 - xiii. Philippine National Police (PNP).

The OBE-IATF meeting shall be done on **May 20, 2016**.

- b. **Command Conference.** A Command Conference among the DepEd Officials, partner agencies, Presidential Management Staff (PMS), State Universities and Colleges (SUCs), Local Universities and Colleges (LUCs), private schools, K to 12 Champions, media, private corporations, and other stakeholders shall be held at the *Buhwagan ng Karunungan*, DepEd Central Office (CO) on **May 30, 2016**.
- c. **Information Dissemination.** DepEd shall provide the public with important information through press releases, media interviews and social media.
- d. **Information and Action Center.**

DepEd CO OBEIAC. The DepEd CO OBE Information and Action Center (OBEIAC) shall be set up on **May 28, 2016** at the *Buhwagan ng Karunungan* to serve as the information and complaints processing and routing mechanism for the duration of the project. To ensure the success of this project, the following offices/units are directed to actively participate and assign representative(s) to the OBEIACS:

Office of the Assistant Secretary and Chief of Staff/Strategic Management

- i. Public Affairs Service
 - o Communications Division
 - DETxt Action Center
 - o Publications Division
- ii. Planning Service
 - o Policy Research and Development Division
 - o Planning and Programming Division
- iii. Information and Communications Technology Service

Office of the Undersecretary for Curriculum and Instruction

- i. Bureau of Curriculum Development
- ii. Bureau of Learning Delivery
- iii. Bureau of Education Assessment
- iv. Bureau of Learning Resources

Office of the Undersecretary for Finance and Administration

- i. Finance Service
 - o Accounting Division
 - o Budget Division
- ii. Administrative Service
 - o Asset Management Division
 - o Education Facilities Division
 - o General Services Division
 - o Personnel Division

Office of the Undersecretary for Governance and Operations

- i. Office of the Assistant Secretary for Governance and Operations
- ii. Bureau of Human Resource and Organizational Development
 - o Employee Welfare Division

- iii. Bureau of Learner Support Services
- School Health Division
- iv. Project Management Service

Office of the Undersecretary for Legal and Legislative Affairs
 i. Office of the Assistant Secretary for Legal and Legislative Affairs
 ii. Legal Service

Regional and Division OBEIAC. All RDs and SDSs are hereby directed to set up their local OBEIACs, which shall be composed of the following:

i. Regional OBEIAC:

Chair: Assistant Regional Director (ARD)
Members: Public Affairs Unit
 Field Technical Assistance Division (FTAD)
 Policy, Planning and Research Division (PPRD)
 Quality Assurance Division (QAD) for Private Schools
 Curriculum and Learning Management Division (CLMD)
 Senior High School Focal Person/s
 Legal Unit

ii. Division OBEIAC:

Chair: Assistant Schools Division Superintendent (ASDS)
Members: School Governance and Operations Division (SGOD)
 Curriculum Implementation Division (CID)
 Planning and Research Section
 Social Mobilization and Networking (SocMob)
 Legal Division

The names and contact details of the local OBEIAC chair and members shall be submitted to the DETxt Action Center on or before **May 9, 2016**.

The local OBEIAC shall oversee implementation of the project and address local concerns. It shall set-up hotlines to receive calls, text messages, fax messages, and emails on complaints, requests and suggestions from parents, students and other concerned citizens; set-up help desk to accommodate walk-in concerns; and update/submit daily reports to the DepEd CO every 11 AM and 5 PM. A copy of the Terms of Reference is enclosed.

5. The project shall be under the general supervision and control of the Office of the Secretary, with **Assistant Secretary Jesus L.R. Mateo** serving as the *Oplan Balik Eskwela (OBE)* Chairman.

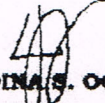
6. All expenses incurred during this activity, including payment for the services by the concerned personnel during the OBE, in addition to, or over and above their regular workload, shall be charged to OSEC Funds for CO personnel and to local funds for regional and division personnel, subject to the usual accounting and auditing rules and regulations.

7. For more information, all concerned officials and individuals may contact:

**The DepEd Central Office - Information and Action Center
(DepEd CO-IAC)**

Department of Education (DepEd) Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone No.: (02) 636-1663
Fax No.: (02) 636-8641
Mobile Phone No.: 0919-455-0027
Email Address: action@deped.gov.ph

8. All field and school officials are enjoined to support this campaign to ensure a smooth school opening.
9. Immediate dissemination of this Memorandum is desired.


DINAH S. OCAMPO
Undersecretary
Officer-in-Charge

Encl.:

As stated

Reference:

DepEd Memorandum No. 27, s. 2015

To be indicated in the Perpetual Index
under the following subjects:

ADMISSION OR ENROLMENT
BUREAUS AND OFFICES
CAMPAIGN
CENTER

COMMITTEES
PROJECTS
SCHOOLS
STRAND: Strategic Management

Noted, DM 2015 Opinion Rolik B. Bascuela
0224-March 21, 2016/4-21

(Enclosure to DepEd Memorandum No. 68, s. 2016)

2016 DepEd Oplan Balik Eskwela Information and Action Center
May 28 to June 18, 2016
6 AM – 6 PM

TERMS OF REFERENCE

A. DEXt (Text Messaging Service)

1. To print text messages received.
2. To reply/respond to text messages received.
3. To refer complaints/cases that need immediate investigation to the Quick Response Team.
4. To submit the required daily morning and afternoon reports to the Monitoring Unit for consolidation and evaluation.

B. PUBLIC ASSISTANCE AND HOTLINE

1. To attend to callers with queries, complaints, problems, requests, etc. concerning school opening and other education matters.
2. To provide immediate appropriate actions/solutions with issues/concerns received from callers.
3. To refer complaints/cases that need immediate investigation to the Quick Response Team.
4. To submit the required daily morning and afternoon reports to the Monitoring Unit for consolidation and evaluation.

C. QUICK RESPONSE TEAM

1. To provide immediate resolution to complaints that are classified urgent.
2. To conduct on-the-spot investigation and monitoring of school as the need arises.
3. To submit the required daily morning and afternoon reports to the Monitoring Unit for consolidation and evaluation.

D. MONITORING UNIT

1. To gather and encode daily data from the different units of the OBEIAC and generate all reports.
2. To prepare daily reports and update data for the Secretary's information.
3. To submit the required consolidated daily report to the Secretariat.
4. To document and finalize the 2016 Oplan Balik Eskwela Narrative Report. Submission immediately after the OBE.

E. SECRETARIAT / OFFICER OF THE DAY

1. To handle/process the daily reports for the Secretary's Information based on the submitted reports of the Monitoring Unit.
2. To handle print/video documentation.
3. To oversee the general flow of the Oplan Balik Eskwela Information and Action Center (OBE-IAC).

F. MEDIA RELATIONS

1. To handle the daily issues/ concerns of the media.
2. To attend to media people for interview purposes. (if any)